



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-3

May 16, 1997

Wayne Ketchersid, Treasurer
American Society for Clinical Laboratory
Science Political Action Committee
7910 Woodmont Avenue, Ste. 530
Bethesda, MD 20814

Identification Number: C00034645

Reference: October Quarterly (7/1/96-9/30/96), 30 Day Post-General
(10/1/96-11/29/96) and Year End (10/1/96-12/31/96) Reports

Dear Mr. Ketchersid:

This letter is to inform you that as of May 15, 1997, the Commission has not received your response to our requests for additional information dated April 23, 1997. These notices request information essential to full public disclosure of your federal election campaign finances. To ensure compliance with the provisions of the Federal Election Campaign Act (the Act), please respond to these requests (copies enclosed).

If no response is received within fifteen (15) days from the date of this notice, the Commission may choose to initiate audit or legal enforcement action.

If you should have any questions regarding this matter, please contact Melissa Hurd on our toll-free number (800) 424-9530 or our local number (202) 219-3580.

Sincerely,

A handwritten signature in dark ink, appearing to read "John D. Gibson", with a stylized flourish at the end.

John D. Gibson
Assistant Staff Director
Reports Analysis Division

Enclosures



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

Wayne Ketchersid, Treasurer
American Society for Clinical Laboratory
Science Political Action Committee
7910 Woodmont Avenue, Ste. 530
Bethesda, MD 20814

APR 23 1997

Identification Number: C00034645

Reference: October Quarterly Report (7/1/96-9/30/96)

Dear Mr. Ketchersid:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. The review raised questions concerning certain information contained in the report(s). An itemization follows:

-Please provide the total(s) for Line 20, Columns A and B of the Detailed Summary Page. Note that changes in your figures may affect your Column B totals on this report and/or on subsequent reports.

-Please amend Schedule B supporting Line 23 by providing the address for each contribution made to a federal candidate or political committee. 11 CFR §§104.3(b)(3)(ii) and (v)

-For future reporting, please be advised that only contributions to federal candidates and political committees should be itemized on a separate Schedule B supporting Line 23 of the Detailed Summary Page. Contributions to non-federal candidates and committees should be itemized on Schedule B supporting Line 29.

A written response or an amendment to your original report(s) correcting the above problem(s) should be filed with the Federal Election Commission within fifteen (15) days of the date of this letter. If you need assistance, please feel free to contact me on our toll-free number, (800) 424-9530. My local number is (202) 219-3580.

Sincerely,

A handwritten signature in cursive script that reads "Melissa Hurd".

Melissa Hurd
Reports Analyst
Reports Analysis Division